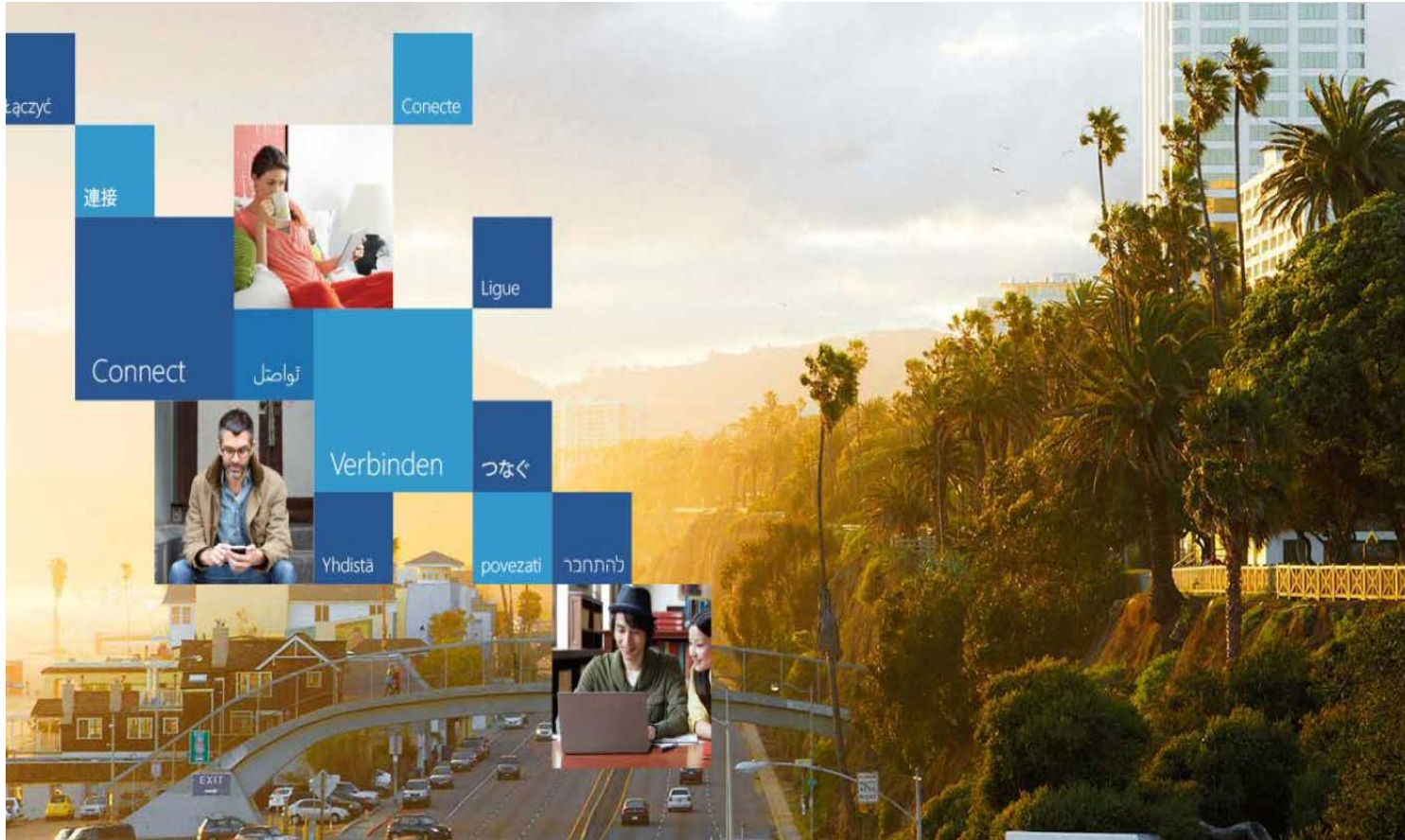


Login Page

*The website to access Office 365 is portal.office.com. Your login is your full Chapman email address and password.



Work or school account

Keep me signed in

[Sign in](#)

[Can't access your account?](#)

Home Screen

*Upon logging onto Office 365 for the first time, you will see most of the apps available for use. In addition, toward the top right of the screen, you will be given the option to Install Office 2016 onto your device.

Office 365

Good morning, John

Install Office 2016

Other installs

Install Office 2016

Get the familiar desktop apps on your PC and Mac.

Next

Use the online apps

OneNote Class Notebook Sway Word PowerPoint Excel OneDrive Forms Planner Video

Delve Newsfeed Yammer

Your recent online documents

+ New

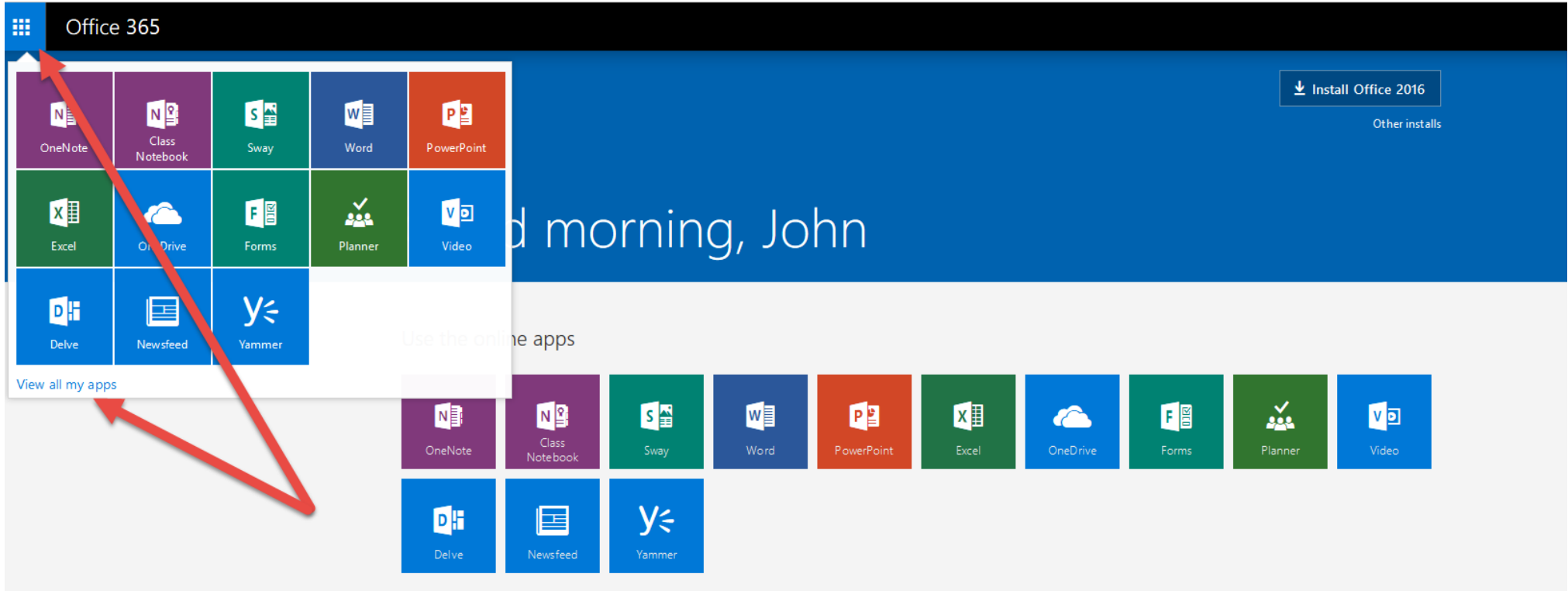
Recently viewed documents will appear here

<https://www.onenote.com/notebooks?auth=2>

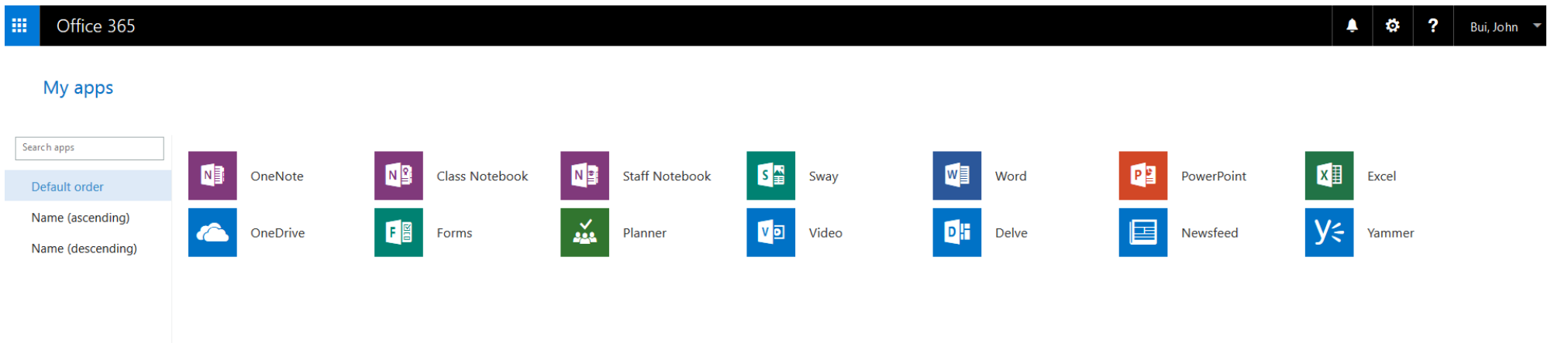
Feedback

Home Screen (cont.)

*At the top left of the page, in what looks like a dial pad icon, is the App Launcher. Anytime you're not at the home screen, you can click this button to access and launch your apps.

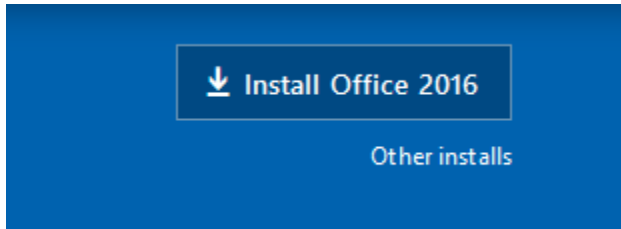


("View all my apps" page)

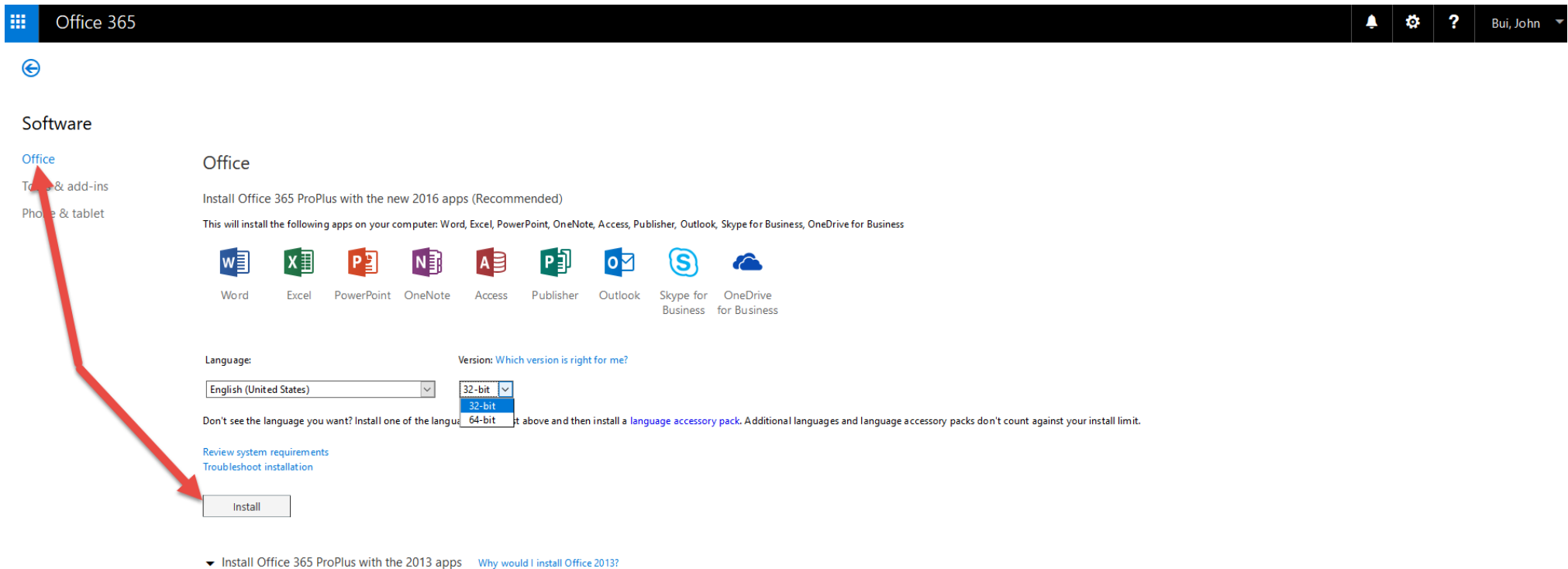


Installing Office 365

*At the home screen, when installing you click on “Install Office 2016,” you can be given the option to install the software on your computer/laptop or phone/tablet.



Installing Office 365 (Office – for computer or laptop)



Office 365

Software

Office

Install Office 365 ProPlus with the new 2016 apps (Recommended)

This will install the following apps on your computer: Word, Excel, PowerPoint, OneNote, Access, Publisher, Outlook, Skype for Business, OneDrive for Business

Word Excel PowerPoint OneNote Access Publisher Outlook Skype for Business OneDrive for Business

Language: English (United States) Version: Which version is right for me? 32-bit 32-bit 64-bit

Don't see the language you want? Install one of the languages above and then install a [language accessory pack](#). Additional languages and language accessory packs don't count against your install limit.

[Review system requirements](#)
[Troubleshoot installation](#)

Install

Install Office 365 ProPlus with the 2013 apps [Why would I install Office 2013?](#)

Installing Office 365 (Phone & Tablet – for your other mobile devices)

Office 365

Office

Tools & add-ins

Phone & tablet

Choose your phone or tablet

Phone	Tablet
Windows Phone	Windows tablet
Windows 10 Mobile	iPad
iPhone	Android tablet
Android phone	
BlackBerry®	
Nokia (Symbian OS)	
Other	



Installing Office 365 (Apple Device)

Office 365

Office

Tools & add-ins

Phone & tablet

Choose your phone or tablet

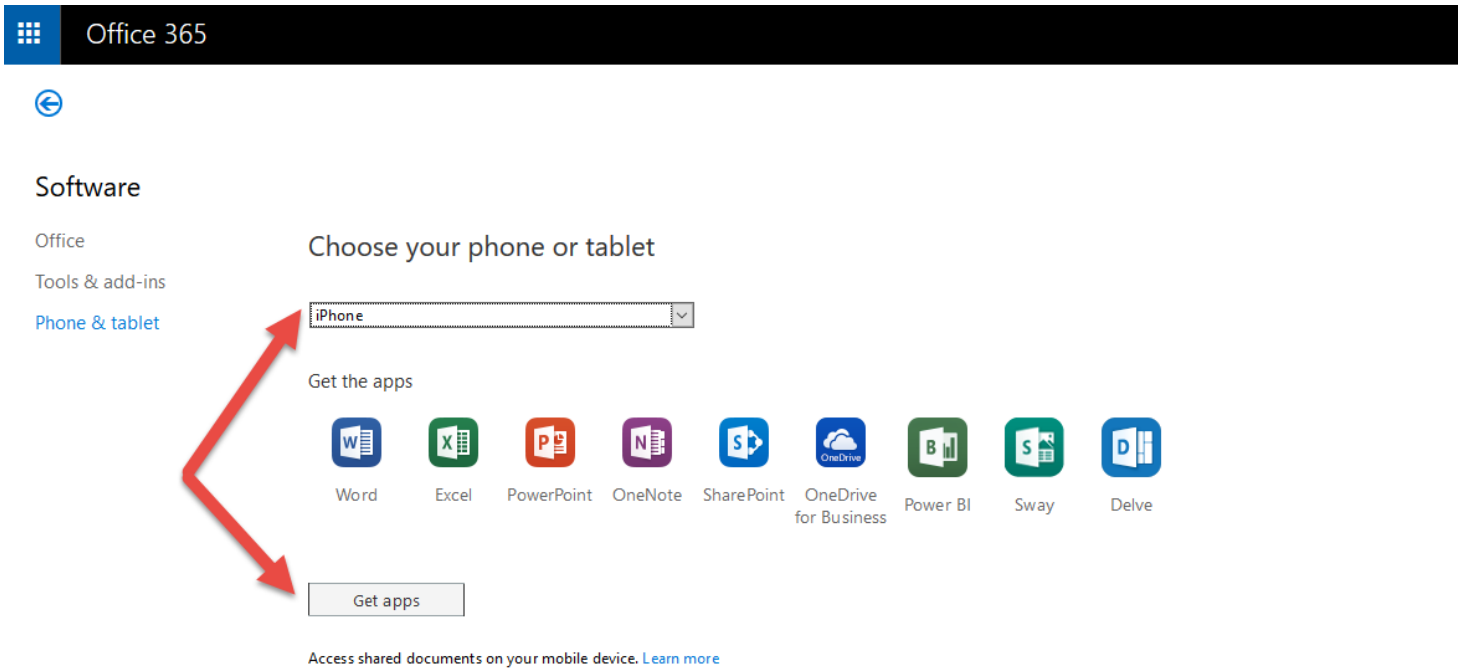
iPhone

Get the apps

Word Excel PowerPoint OneNote SharePoint OneDrive for Business Power BI Sway Delve

Get apps

Access shared documents on your mobile device. [Learn more](#)



Get Office for iOS

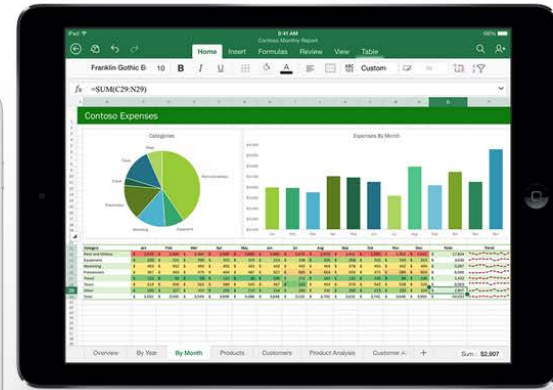
Productivity on the go just got easier. The Microsoft Office Mobile apps have the familiar look and feel of Office with an intuitive touch experience designed for your iPhone®, iPad®, and iPad Pro™.

- View, edit, and create documents on the go.
- Get quick access to your documents in the cloud whenever you need them.
- Your Office documents maintain the same formatting across your PC and mobile devices.
- Easily share your documents with others by just emailing an attachment or a hyperlink.

Enter your phone number or email and we'll send a download link.

[Send sms](#)

[Send email](#)



Installing Office 365 (Android device)

Office 365

Software

Office

Tools & add-ins

Phone & tablet

Choose your phone or tablet

Android phone

Get the app

Word Excel PowerPoint OneNote OneNote Delve

Get app

Access shared documents on your mobile device. [Learn more](#)

A red arrow points from the 'Phone & tablet' link to the 'Android phone' dropdown menu and the 'Get app' button.

Installing Office 365 (Android Device)

Microsoft Store Products Support

Office Products Templates Support

Get Office for Android

Productivity on the go just got easier. The Microsoft Office Mobile apps have the familiar look and feel of Office with an intuitive touch experience designed for Android™ phones and tablets.

- View, edit, and create documents on the go.
- Get quick access to your files in the cloud whenever you need them.
- Your Office documents maintain the same formatting across your PC and mobile devices.
- Easily share your documents with others by just emailing an attachment or a hyperlink.

Enter your phone number or email and we'll send a download link.

Send sms Send email

Word Excel PowerPoint Outlook OneNote

GET IT ON Google Play

The page features a large image of a tablet displaying a document titled 'Mount Rainier National Park' and a smartphone displaying a spreadsheet titled 'Income and Expenses This Year'.